

# “Letters from Santa” Request Form

Office Use Only

Amount Paid: \_\_\_\_\_  
Date Paid: \_\_\_\_\_  
Cash: \_\_\_\_\_  
Check #: \_\_\_\_\_

Make an unforgettable memory for someone special! Arrange for them to receive a letter directly from Santa’s desk in the North Pole.

Please fill out and submit the form below. All requests must be received by **November 7** so that letters can be post marked from the North Pole. **PLEASE PRINT CLEARLY so your child will get an accurate letter.**

Fee: \$5 per person (one person per letter)

Due to Santa & his helper’s other responsibilities only the first 50 requests will be able to be processed.

Mail form to: Culpeper Co. Parks & Rec., Attn: Santa, 155 W. Davis Street, Suite 100  
Culpeper, VA 22701

Adult requesting Letter: \_\_\_\_\_  
First & Last Name

Mailing Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Phone: daytime: (\_\_\_\_\_) \_\_\_\_\_ evening (\_\_\_\_\_) \_\_\_\_\_  
(phone numbers are in case there are any questions regarding the information below)

## **PRINT CLEARLY**

Child’s Name: Full name: \_\_\_\_\_ \_\_M \_\_F  
First Middle Last  
Name child goes by: \_\_\_\_\_ (first name only)

Child’s Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

- Town where child will be when Santa comes: \_\_\_\_\_
- Will Santa come: \_\_\_\_in your door \_\_\_\_down your chimney
- Please list up to 2 presents child has asked for & **WILL** receive: \_\_\_\_\_

- Does child have a pet?  
\_\_\_\_ Yes - Pet’s Name: \_\_\_\_\_ Type(i.e. bird): \_\_\_\_\_ \_\_M \_\_F

If no pet, please **finish** the following sentence: I [Santa] am very proud of how well you \_\_\_\_\_

- Name of your child’s favorite person (list the way child refers to them; i.e. Nanny / Uncle Bobby / Pop-pop, etc.): \_\_\_\_\_
- Please finish **one** of the following sentences:

- o (Favorite person) told me that you have been doing really well at \_\_\_\_\_

## **OR**

- o (Favorite person) told me that you needed to work a little bit harder at \_\_\_\_\_

- What did child leave out for Santa **last year**? (i.e. milk & cookies)